MINUTES OF THE OCEANA COUNTY DEPARTMENT OF HEALTH AND HUMAN SERVICES BOARD MEETING

July 27, 2026

Regular meeting - open to the public

Meeting Minutes

City Hall of Hart

407 S. State St. #1 Hart, MI 49420

Oceana, Michigan

July 27, 2026

Start time: 10:30 A.M. (EST)

The meeting was called to order at 10:30 A.M. (EST) by Chair, Linda East.

Roll Call - Members Present:

Linda East (Chair)	Sally Choponis (OCMCF Administrator)
Dale Danes (Vice Chair)	Cynthia Leone (Finance Manager)
Larry Vansickle (Member)	Grace Eppard (Administrative Assistant)
Paul Erickson (Commissioner)	

Roll Call- Visitors Present:

Lorri Busick
Nancy Klepper
Cristine Juska
Claire Marshall

Members Absent:
None

Approval of Agenda:

Motion by Larry Vansickle, seconded by Dale Danes, to approve the agenda as presented.
Vote: Motion carried unanimously.

Approval of June 22, 2026, Board Meeting Minutes:

Linda East asked for motion to approve June 22, 2026, Board Meeting Minutes. Larry Vansickle stated that discussion pertaining to the Decision Paper regarding the Drain System Failure and Foundation Impact contained discrepancies. Those discrepancies were primarily related to the 10% pricing variance to account for possible overages. He further stated that any additional minutes should be documented exactly as presented and that the meeting minutes should accurately reflect the discussion as it occurred. Larry Vansickle also expressed concern that the minutes presented a biased opinion. The approval of the minutes was deferred by the Chair to the next meeting to allow for appropriate review and corrections.

General information

Nursing Department:

- Administrator, Sally Choponis, reported that OCMCF is working with both TPOAM and SEIU to explore a 12-hour shift model for current and future staff. The proposed schedule is intended to better meet the needs and preferences of nurses and nursing assistants while supporting recruitment and improving long-term staff retention efforts.
- Larry Vansickle asked whether OCMCF is still experiencing staffing shortages. Administrator, Sally Choponis, responded that "OCMCF is not short-staffed. However, the facility continues to utilize agency staff and has done so for an extended period."

OCMCF Wellness Center:

- The OCMCF Wellness Center offered a 50% discount throughout the month of July as part of its "Christmas in July" promotion.

Outpatient

	June
Patients	**36**
Physical Therapy	**23**
Occupational Therapy	**13**
Pediatrics	**3**

Gym Members

	June
Members total	**27**
Yearly	**16**
Monthly	**11**

Corporate Compliance:

- Management reported that there was an incident discovered with regard to unauthorized overtime and is working to strengthen monitoring and approval processes.
- Routine reviews and reporting are functioning effectively. There are no other matters to report.

Activities Department:

- A small group of residents enjoyed a picnic at Cedar Point County Park.
- Community outings were temporarily postponed due to poor air quality. These activities have been rescheduled.
- Residents enjoyed a "Price Is Right" activity on July 23, 2026. Staff reported that the event was a success and was well received by the residents.

Spotlight of Excellence:

- Administrator, Sally Choponis, recognized Gabi Holler-Roessler for her outstanding leadership, dedication, and commitment to being a team player. Gabi consistently demonstrates a positive attitude and a dependable nature, making a meaningful impact on both her colleagues and the facility. Her contributions and willingness to support others are sincerely appreciated.

Old Business

HVAC:

- Four estimates for a phased HVAC replacement project are anticipated this week. Delays in receiving the estimates have occurred because the representatives preparing them were on scheduled vacations. Engineering proposals have been requested from Enertemp, Lascko, Andy Egan, and Premier.
- OCMCF will continue working with Premier due to its familiarity with the facility's HVAC systems, providing continuity and consistency throughout the replacement project.
- While awaiting the estimates, OCMCF has rented a portable air conditioning unit for the kitchen to maintain safe working conditions. Environmental Services Director, Daron Troyer, arranged for the rental, which was installed on July 27, 2026.
- The proposed replacement schedule is expected to be completed in phases:
    - **Phase 1:** Kitchen
    - **Phase 2:** Units 13, 14, 15, and 18
    - **Phase 3:** Upper roof HVAC units
- Preventative maintenance continues working on the existing HVAC system. Dale Danes inquired if the coils had been split and Choponis confirmed that they have been.

Kitchen Drain Project:

- Quotes have been received from AllFlo and Andy Egan.
- Andy Egan completed an assessment of the kitchen drain repair and reported that there are no underlying infrastructure concerns. Their quote, although more, represents a more comprehensive plan.
- Due to additional delays, including necessary coordination of finished flooring, process and vendor availability, the repair is currently postponed. The approved scope, timeline, and implementation plan are no longer achievable under the original schedule and cost estimate from AllFlo Plumbing. The project will be reassessed to determine appropriate steps, revised timeline, and any additional approvals that may be required. Sally Choponis stated "I respectfully ask the Board to consider and approve the closure of the original decision paper regarding the quote and project details from AllFlo Plumbing."

Approval to reverse the decision made on June 22nd ,2026 to approve the bid from AllFlo Plumbing and close the decision paper:

Motion by Larry Vansickle, seconded by Dale Danes
Vote: Motion carried unanimously to close the original decision paper.

Backflow Preventors:

- OCMCF has received two repair estimates and is currently awaiting a third.
- Several backflow preventers were repaired in 2022. Administrator, Sally Choponis, reported that the facility is investigating the underlying causes contributing to the frequent recurring failures.
- Vice Chair, Dale Danes, noted that previous discussions identified the facility as being at the end of the municipal water line. Larry VanSickle stated he was aware of these meetings and at that time, the city had indicated the money was available; however, the work was never done. The Board discussed meeting with the new City Manager to further evaluate whether this may be contributing to the recurring issues.
- Commissioner, Paul Erickson, recommended contacting Campbell Plumbing in Ludington for an additional estimate.

Business

Denial Report:

- Larry Vansickle requested that since a denial report was no longer provided due to HIPAA concerns, can a different report be provided that would give info on what insurances were denied.
- Sally Choponis agreed to prepare a report containing only insurance denial information, with all identifying and protected information fully redacted to maintain compliance.

Financial Report:

- Net Gain for the reporting month of $110,946
  - Producing a positive budget variance of $130,319
- Average Census for the reporting month was 92
  - Below budgeted average census for the month by 8
- Received MOE reimbursement from state in the amount of $105,266.94
- Received notice of Medicaid Interim rate from submission of 2025 cost report
  - Our new rate is $460.37
  - Our old rate was $468.52
  - Changes in rate are expected again after the 2025 cost report audit.

Approval of Financial Report:
Motion by Larry Vansickle, seconded by Dale Danes, to accept the financial report as presented.
Vote: Motion carried unanimously.

Policies to approve:

- Portable Heaters
- Privacy and Security Officer (HIPAA)
- Pet Visitation

Approval of policies:

Motion by Larry Vansickle, seconded by Dale Danes.
Vote: Motion carried unanimously.

Policies to retire:

- Neuroleptic Medication Admissions Policy
- Department Head Hiring
- Resident Transportation for Appointments
- Hypnotic Protocol
- Notification to New Residents on Keeping Money or Bank Cards in Room
- Investment Policy
- Fax Machine
- Payroll Deduction – Purchase of Uniforms

Approval to retire policies:

Motion by Larry Vansickle, seconded by Dale Danes.
Vote: Motion carried unanimously.

Public comment:

None

Adjournment

Motion by Linda East, seconded by Dale Danes, to adjourn the meeting at 11:28 A.M. (EST).
Vote: Motion carried unanimously.

End Time: 11:28 A.M. (EST)
Motion carried unanimously.

Minutes prepared by: Grace Eppard, Administrative Assistant

Minutes approved by: _____ **Approval Date:** _____

Linda East, Chair

OCEANA COUNTY
Medical Care Facility

Oceana County
Medical Care Facility
701 E Main Street
Hart, MI 49420
(231) 873-6600

DHHS BOARD OF DIRECTO
Linda East (Ch
Dale Danes (Vice Ch
Larry Vansickle (Memt

ADMINISTRAT(
Sally Chopc

OCEANA COUNTY
DEPARTMENT OF HEALTH AND HUMAN SERVICES BOARD

Resolution 2026-01
Oceana County Medical Care Facility

2026 Closure of Kitchen Drain Decision Paper

WHEREAS, the Board reviewed the Decision Paper regarding the proposed building repair project and the associated quote(s); and

WHEREAS, the Board determined that additional quotes should be obtained before proceeding with the project;

THEREFORE,
BE IT RESOLVED, that the Board hereby closes the current Decision Paper concerning the Kitchen Drain Repair Project and directs Administration to solicit additional detailed quotes, including a complete itemization of the proposed work, for presentation and consideration at a subsequent Board meeting.

APPROVED ✓
DISAPPROVED ____

at the July 27, 2026 meeting of the Oceana County Department of Health and Human Services Board.

Linda East, Chair
Oceana County Department of Health and Human Services Board

July 27, 2026
Date

Decision Paper

Not Executed Due to Delays

Drain System Failure and Foundation Impact

May 22, 2026

Maintenance Repair Status Update

Date: July 15, 2026

Subject: Status Update on Approved Maintenance Repair Project

The drain system maintenance repair project approved through the Decision Paper dated May 22, 2026, has not proceeded as originally planned.

Following approval, additional delays were encountered, including necessary coordination of dirt removal/replacement, finished flooring, and process and vendor availability. Due to these circumstances, the repair is currently postponed.

The approved scope, timeline, and implementation plan are no longer achievable under the original schedule and estimate from AllFlo. The project will be reassessed to determine the appropriate next steps, revised timeline, and any additional approvals that may be required.

Disposition: The original decision paper will be closed as "Not Executed Due to Project Delays." A revised decision paper will be submitted to address the expanded scope of work and additional repairs identified.

____✓____Approved
_____Approved as Amended
_____Table until _____(date)
_____Disapproved

LINDA EAST – CHAIR	DALE DANES – VICE CHAIR	LARRY VANSICKLE – MEMBER